

quick start guide

25255

RCA
ViSYS™
X!2X2



www.rca4business.com

For Customer Assistance
call 1-800-511-3180

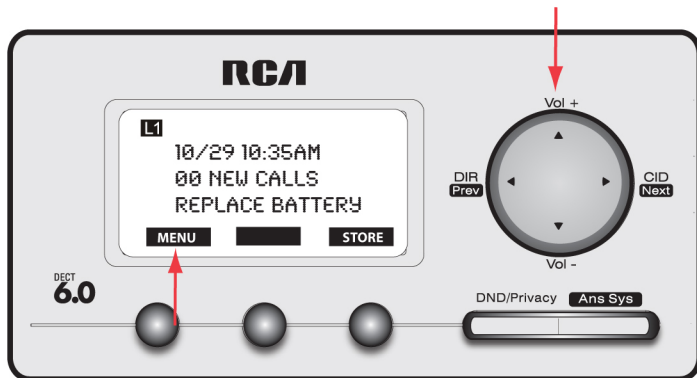
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Button Layout



Easy to Navigate Menu's

1. To navigate around the menus use the volume up and down buttons and the soft keys just below the screen. Both the large base and cordless handset have menus that can be navigated in this way.

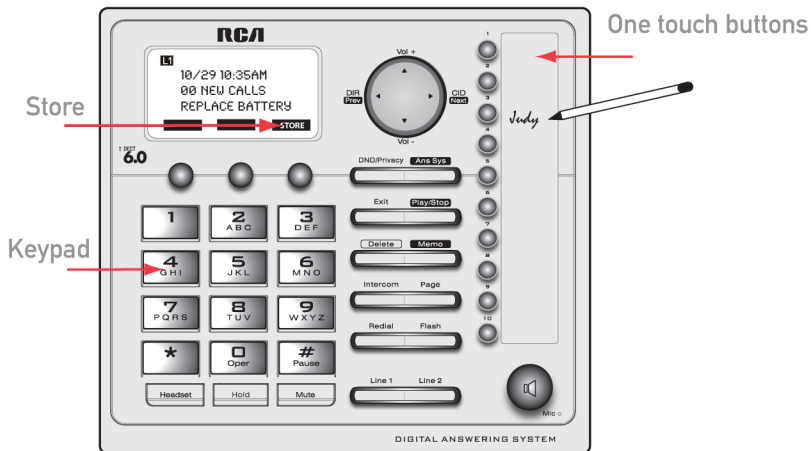


Note: To choose a soft key option, press the button directly under that part of the screen.

Note: The DIR and CID buttons on the left and right are also used in menus to switch between some options.

Storing Phone Numbers

1. To make a one touch dial press **STORE**.
2. Press the one touch button to be programmed.
3. Use the keypad to enter the name for this contact. This is done the same way names can be entered into cell phones. Press **SAVE**.
4. Enter the phone number and press **SAVE**.



Digital Answering System

1. To personalize, press MENU.

2. Go down to answering sys. and press **SELECT**.

MAIN MENU

→ ANSWERING SYSTEM

RESTORE SETTING

3. Press **SELECT** again at on/off status.

ANSWERING SYSTEM

→ ON/OFF STATUS

OGA PLAYBACK

4. Use the up or down buttons to change the status from off to on. Switching the selection from line 1 to line 2 is done by pressing **CID** or **DIR**.

5. Press **SELECT** when you have changed the settings.

6. Go down to OGA record and press **SELECT**.

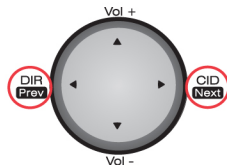
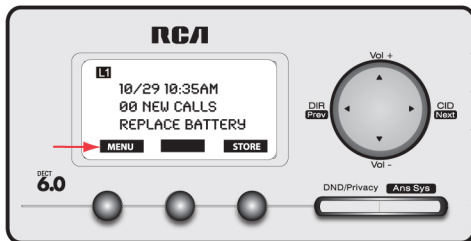
ANSWERING SYSTEM

→ OGA RECORD

SET OGA

7. Press **SELECT** again and record your message for line 1.

8. Press **FINISHED** soft key when done. Your message will be played back to you.



9. If line 2 needs a message, press CID or DIR to switch the selection to line 2. Then record the message for line 2.

10. Press **BACK** to continue.

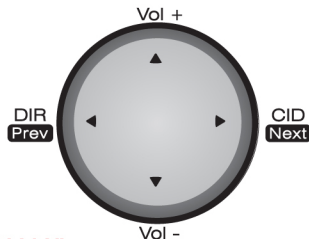
11. Go down to set OGA and press **SELECT**.

ANSWERING SYSTEM
→ SET OGA
SET OFFICE TIME

12. Use the down button once so it says "**PERSONAL**".

If you recorded a message for line 2 press the CID or DIR buttons to switch the selected line. Then use the down button once so it displays "**PERSONAL**" there.

13. Press **SELECT** when you have changed the settings.



Additional features for the answering system can be found in the manual starting on page 36.